

Classification

Approved For Release 2006/09/25 : CIA-RDP75-00399R000100120142-7

REPORTS INVENTORY

DDSD/OL/SD 84

PREPARE IN DUPLICATE

XXXXXXXXXX

1. TITLE OF REPORT (if a fill-in report include Form No.)

TSD Condition 3 Stock Status Report

2. TYPE
OF
REPORT

X

STATISTICAL

NARRATIVE

MACHINE-NAME LISTING

3. FUNCTIONAL AREA

PERSONNEL

TRAINING

X LOGISTICS

SECURITY

MEDICAL

FINANCE

ADMIN. GENERAL
OTHER (specify)

4. NO. OF COPIES PREPARED

4

5. FREQUENCY (weekly, monthly, quarterly, etc.)

Quarterly

6. DISTRIBUTION (No. of components not
number of copies)

1

7. FORMAT (memorandum, form
computer print-out, etc)

8. ADP PROCESSING

9. DIRECTIVE AUTHORITY REQUIRING REPORT

X YES

IF YES GIVE ADP PROCESSING NO.

NO

228

Computer Print-Out

10. PREPARING COMPONENT (include lowest level
contributing information to report)OCS, DC/TSD, 11. FEEDER REPORTS (State total number and identify by Title,
Form No., or nomenclature. Attach separate sheet if necessary.)

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X HOURS PER REPORT	= COST PER REPORT	X TIMES PREPARED	= COST PER YEAR
GS=13	8.06	8	64.48	4	257.92

B. COSTS OF COMPUTER PRODUCED REPORTS

			.93	16	14.88
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TOTAL COSTS PER YEAR

272.80

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN,
INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

This report is required by the Technical Services Division for
management of unserviceable TSD property in stock.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT

ESTIMATED SAVINGS

☒ RETAIN AS IS ☐ OTHER (explain)
☐ CHANGE
☐ DISCONTINUE

MAN-HOURS

DOLLARS

STAT

16. DATE OF INVENTORY

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

5 Oct 70

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FORM
9-70 142

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(22-36-43)